



WRIGHT BROTHERS

THE BUILDING COMPANY

APPLICATION FOR EMPLOYMENT

Wright Brothers, The Building Company is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, or disability. We assure you that your opportunity for employment with this company depends solely on your qualifications.

PLEASE PRINT

Position(s) Applied For	Salary Desired	Date of Application

How did you learn about us?		
Advertisement	Friend	Walk In
Employment Agency	Relative	Other _____

Last Name	First Name	Middle Name	Email Address
Address		City	State
Zip Code		Telephone Number	Message Number
Social Security Number			

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Have you ever filed an application with us before? Yes No

If Yes, give date: _____

Have you ever been employed with us before? Yes No

If Yes, list date of employment: _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you legally eligible for employment in the United States? Yes No
(You will be required to provide documentation verifying eligibility upon employment)

On what date would you be available for work? _____

Are you available to work: Full Time Part Time Shift Work Temporary

Are you currently on "Lay-off" status and subject to recall? Yes No

Can you travel if the job requires it? Yes No

Are you fluent in a foreign language? If so, what? _____

Do you possess the necessary physical ability to perform the job you have applied for? Yes No

If no, please explain and state what can be done to accommodate your limitation _____

Have you been convicted of a felony within the last 7 years?
(Conviction will not necessarily disqualify an applicant from employment)

Yes

No

If yes, please explain _____

Employment Experience

Describe your work experience in detail, beginning with your current or most recent job. Include any job-related military service and volunteer activities. If you need additional space, please continue on a separate sheet of paper.

Employer	Dates Employed From To		Job Title
Address			Work Performed
	Salary Starting Final		
Telephone Number			
Reason for Leaving			

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	Salary Starting Final		
Telephone Number			
Reason for Leaving			

Education

High School				
Name/Location of School	Received:	Diploma	Other:	None

College, University or Professional School				
Name of School	Location	Major/Minor	Years Completed	Degree Earned

Job-Related Training or Course Work				
Name of School	Location	Course of Study	Years Completed	Degree Earned

Membership in Professional or Civil Organizations (exclude those which may disclose your race, color, religion, or national origin)

Additional Information

Other Qualifications (Summarize special job skills and qualifications acquired or other experience relevant in your ability to perform the job)

Specialized Skills

Please check the office equipment you have experience working with and list any equipment you are capable of operating		
PC	Word	Equipment/Trucks Operated
10-Key	Excel	
Typewriter	Access	
Fax	PowerPoint	
Photo Copier	Accounting Software	
	Estimating Software	

State any additional information you feel may be helpful to us in considering your application

Computer Skills

Please estimate the experience you have working with the following programs. Include product version					
Program	Years	Version	Program	Years	Version
Word			AutoCAD		
Excel			Expedition		
Outlook			Timberline		
PowerPoint					

Training

Please check the trainings that you have taken and are certified for. Include Date	
Training	Date Certified
Chemical Hazard Communication & MSDS	_____
First Aid Training	_____
CPR Training	_____
NESHAP-Asbestos	_____
Lead Based Renovation Training	_____
Forklift, Crane Rigging and Material Handling	_____
OSHA 10-Hour Training	_____

References

List names, addresses, and relationships of three persons not related to you who know your qualifications			
Name	Address	Phone	Relationship

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that the misrepresentation of or omission of facts called for is cause for dismissal at any time without previous notice.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the employer may discharge the Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

Signature of Applicant

Date

Thank you for completing this application form and for your interest in our company.

Please submit all applications to e2@wbtbc.com.

Wright Brothers, The Building Company
REQUIRED AND RECOMMENDED TOOL CHECK LIST

Name: _____

Date: _____

Starting Scale Tools - These tools are **MANDATORY** and must be kept with employee on all the job sites

- | | |
|--|--|
| <input type="checkbox"/> Goggles | <input type="checkbox"/> Wrench (adjustable) |
| <input type="checkbox"/> Earplugs | <input type="checkbox"/> Sheetrock Knife |
| <input type="checkbox"/> Hammer (16 to 20 oz) | <input type="checkbox"/> Shovel (flat point and round point) |
| <input type="checkbox"/> Tool Belt | <input type="checkbox"/> Hard Hat (OSHA approved) |
| <input type="checkbox"/> Pliers | <input type="checkbox"/> Rubber Gloves |
| <input type="checkbox"/> Heavy Duty Measuring Tape (20' minimum) | <input type="checkbox"/> Cloth Gloves |
| <input type="checkbox"/> Carpenter Pencil | <input type="checkbox"/> Push Broom |
| <input type="checkbox"/> Speed Square | <input type="checkbox"/> Flashlight |
| <input type="checkbox"/> Screwdriver | <input type="checkbox"/> 1 Ft. Torpedo Level |
| <input type="checkbox"/> Sheepsfoot Nail Bar | |

Second Scale Tools - These tools are RECOMMENDED

- | | |
|--|--|
| <input type="checkbox"/> Hand Finish Trowel Concrete | <input type="checkbox"/> Hammer (2 lb) |
| <input type="checkbox"/> Hand Mag Float | <input type="checkbox"/> Chalk Box |
| <input type="checkbox"/> Concrete Edger & Groover | <input type="checkbox"/> Framing Square |
| <input type="checkbox"/> Rubber Float | <input type="checkbox"/> Tie Wire Reel |
| <input type="checkbox"/> Rubber Boots | <input type="checkbox"/> Vice Grips |
| <input type="checkbox"/> Handsaw | <input type="checkbox"/> 50' Measuring Tape |
| <input type="checkbox"/> Circular Saw | <input type="checkbox"/> Rubbing Stone |
| <input type="checkbox"/> 3/8" Drill & Bits | <input type="checkbox"/> Channel Lock Pliers |
| <input type="checkbox"/> Pry Bars | <input type="checkbox"/> Small Bolt Cutter |
| <input type="checkbox"/> Wonder Bar | <input type="checkbox"/> Plumb Bob |
| <input type="checkbox"/> Wire Brush | <input type="checkbox"/> Rake |
| <input type="checkbox"/> 4' level | <input type="checkbox"/> Respirator |
| <input type="checkbox"/> Sawzall | <input type="checkbox"/> Tin Snips |
| <input type="checkbox"/> Knee Pads | |

Third Scale Tools

- | | |
|---|--|
| <input type="checkbox"/> 6' Framing Level | <input type="checkbox"/> Hack Saw |
| <input type="checkbox"/> Come-along | <input type="checkbox"/> Crow Bar |
| <input type="checkbox"/> Pipe Wrench | <input type="checkbox"/> Rock Bar |
| <input type="checkbox"/> Open and Wrench Set | <input type="checkbox"/> Pipe Clamps |
| <input type="checkbox"/> 100' Measuring Tape | <input type="checkbox"/> Assorted Chisels (wood & metal) |
| <input type="checkbox"/> 100' Electrical Cord | <input type="checkbox"/> Hand Plane |
| <input type="checkbox"/> Socket Set | <input type="checkbox"/> Hydraulic Jack |
| <input type="checkbox"/> Wizard Prybar | <input type="checkbox"/> Pick and/or Polaski |
| <input type="checkbox"/> Sledge Hammer | <input type="checkbox"/> Complete Screwdriver Set |
| <input type="checkbox"/> Mini Grinder | <input type="checkbox"/> 1/2" Drill & Bits |

Fourth Scale Tools

- | | |
|---|--|
| <input type="checkbox"/> First Aid Kit | <input type="checkbox"/> Router |
| <input type="checkbox"/> C Clamps | <input type="checkbox"/> Jig Saw |
| <input type="checkbox"/> Concrete Bull Float | <input type="checkbox"/> Belt Sander |
| <input type="checkbox"/> Concrete Jitterbug | <input type="checkbox"/> Hole Saw Set |
| <input type="checkbox"/> Wheelbarrow 5 cu. ft. | <input type="checkbox"/> Door Plane |
| <input type="checkbox"/> Table Top Saw | <input type="checkbox"/> Hinge Butt Kit |
| <input type="checkbox"/> Wall Jacks | <input type="checkbox"/> Power Miter Saw |
| <input type="checkbox"/> Handi-man Jack | <input type="checkbox"/> Sawhorses (pair) |
| <input type="checkbox"/> Transit Level | <input type="checkbox"/> Large Bolt Cutter |
| <input type="checkbox"/> Step Ladder - 6' or 8' | <input type="checkbox"/> Tap & Die Set |